

TOWN OF DAVIE TOWN COUNCIL AGENDA REPORT

TO: Mayor and Council members

FROM/PHONE: Emilio DeSimone, Project Manager, Capital Projects, (954) 797-1085

SUBJECT: Resolution

AFFECTED DISTRICT: N/A

TITLE OF AGENDA ITEM: A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, APPROVING AN AMENDMENT AND EXTENSION OF THE EXISTING CONTRACT WITH CPZ ARCHITECTS FOR MISCELLANEOUS ARCHITECTURAL SERVICES.

REPORT IN BRIEF: The Town Council previously approved the selection of CPZ Architects as one of the two firms the Town would be entering into contracts with by Resolution R-2004-212 and executed the contract by Resolution R-2004-232. In order to rectify an inconsistency in the current contract, staff is recommending amending and extending the original contract from two (2) additional one (1) year terms to one (1) additional two (2) year term.

PREVIOUS ACTIONS: Resolutions R-2004-212 and R-2004-232.

CONCURRENCES: N/A

FISCAL IMPACT:

Has request been budgeted? yes

If yes, expected cost: Dependent on the number of work assignments.

Account Name: Various Capital Improvement Program Accounts.

Additional Comments: Not applicable.

RECOMMENDATION(S): Motion to approve resolution.

Attachment(s): Resolution, letter of continuing services.

RESOLUTION _____

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, APPROVING AN AMENDMENT AND EXTENSION OF THE EXISTING CONTRACT WITH CPZ ARCHITECTS FOR MISCELLANEOUS ARCHITECTURAL SERVICES.

WHEREAS, the Town of Davie authorized the Mayor to execute a contract with CPZ Architects to perform miscellaneous architectural services by Resolution R-2004-231; and

WHEREAS, staff negotiated a master contract with CPZ Architects which establishes hourly rates to be charged for all projects; and

WHEREAS, as the need arises, CPZ Architects will be required to enter into a Memorandum of Understanding with the Town to authorize the work for each described scope of services.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE, FLORIDA.

SECTION 1. The Town Council approves an amendment and extension of the existing contract with CPZ Architects for miscellaneous architectural services for an additional two-year term.

SECTION 2. Upon expiration of this contract, these services will be re-bid.

SECTION 3. This resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED THIS _____ DAY OF _____, 2006.

MAYOR/COUNCIL MEMBER

ATTEST:

TOWN CLERK

APPROVED THIS _____ DAY OF _____, 2006.



August 28, 2006

Chris Zimmerman
CPZ Architect's, Inc.
4310 W. Broward Blvd.
Plantation, FL. 33317

Dear Mr. Zimmerman:

The current Town of Davie contract for Continuing Services is scheduled to expire on October 20, 2006. The contract terms allow for two (2) additional one (1) year extension by mutual agreement of the parties.

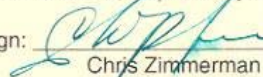
This letter is sent to express the desire of the Town of Davie to amend and extend the original contract Section 2. Term from two (2) additional one (1) year terms to one (1) additional two (2) year term. Please advise your position regarding said extension no later than Friday, September 8th, 2006.

The Town of Davie purchasing procedures require Council action on contract extensions. Therefore, a positive response from you regarding the extension will be sent to Council for final approval. If you choose not to extend or the Council denies the request to extend, the Town will proceed with a re-bid. Therefore, a positive response from you regarding the extension is the only correspondence required to extend this agreement through October 20, 2008.

Should you have any questions concerning this matter, please call me at (954) 797-1085. Thank-you for your cooperation and prompt response.

If you accept the extension to the Contract please sign and mail back to Town of Davie, Capital Projects 6901 Orange Drive, Davie, FL. 33314.

Sign:


Chris Zimmerman

Date:

9/1/06

Sincerely,



Emilio DeSimone, Project Manager
Capital Projects

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